

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, MAY 26, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Mayor David Sutherland at 6:00 p.m. in the Municipal Boardroom.

2. Invocation

The invocation was given by Pastor Bill Taylor, Community Lighthouse Church.

3. Flag Salute

The flag salute was led by Chief Pat Dean, Skiatook Police Department.

4. Roll Call

PRESENT: David Sutherland, Herb Forbes, Joyce Jech, Patrick Young, Patty Ceska, Kevin Paslay,
Shawn Martin

ABSENT: None

STAFF: Dan Yancey, Shirley Lett, other staff members

5. Consideration and appropriate action relating to a request for approval of the Consent Agenda.

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|----|--|-------------|
| A. | Approval of minutes of May 12, 2015 regular meeting. | |
| B. | Approval of Purchase Orders/Warrants: (#116764-116849) | |
| | I. General | \$46,535.09 |
| | II. Cemetery | 386.51 |
| | III. Airport | 25.00 |
| | IV. One Cent | 58,091.00 |

Motion was made by Councilor Young, 2nd by Councilor Forbes to approve Consent Agenda.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

6. Consideration and appropriate action relating to items removed from the Consent Agenda.

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

7. PUBLIC HEARING regarding the proposed FY 2015-16 budget for the City of Skiatook and All Other Funds.

Motion was made by Mayor Sutherland, 2nd by Councilor Young to open Public Hearing.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

Motion was made by Mayor Sutherland, 2nd by Councilor Forbes to close Public Hearing.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

8. Consideration and appropriate action relating to whether a structure located at 602 S. Javine Ave. has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property and possible order of removal of the structure and/or structures located on the property.

Motion was made by Mayor Sutherland, 2nd by Councilor Martin to table until the July 28 meeting.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

9. **Consideration and possible approval of a Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of potable water lines and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.**

Motion was made by Councilor Young, 2nd by Councilor Ceska to approve a Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of potable water lines and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

10. **Consideration and appropriate action related to possible approval the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 12" Water Main Relocation, State Highway 20 at Javine Hill Road, and authorization for Mayor to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.**

Motion was made by Councilor Forbes, 2nd by Mayor Sutherland to approve the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 12" Water Main Relocation, State Highway 20 at Javine Hill Road, and authorization for Mayor to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

11. **Consideration and possible approval of a Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of sanitary sewer lines (wastewater) and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.**

Motion was made by Councilor Young, 2nd by Councilor Ceska to approve a Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of sanitary sewer lines (wastewater) and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

12. **Consideration and appropriate action related to possible approval of the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 10" Sanitary Sewer Relocation, State Highway 20 at Javine Hill Road, and authorization for Mayor to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.**

Motion was made by Councilor Young, 2nd by Councilor Forbes to approve the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 10" Sanitary Sewer Relocation, State Highway 20 at Javine Hill Road, and authorization for Mayor to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

13. **Consideration and appropriate action relating to approval of a wall/fence screen; a fencing described as a Verti-Crete wall fencing system with a minimum height of 8' spanning the entire south and west side of the urgent care development site.**

Motion was made by Councilor Ceska, 2nd by Councilor Forbes to approve a wall/fence screen; a fencing described as a Verti-Crete wall fencing system with a minimum height of 8' spanning the entire south and west side of the urgent care development site.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

14. **Consideration and appropriate action relating to Ordinance 2015-06; an Ordinance of the City of Skiatook granting a nonexclusive permit to CoxComm, LLC, its successors and assigns to construct, operate and maintain a cable system within the City of Skiatook, Oklahoma, for a period not to exceed five (5) years; defining the nature of the Agreement; stating the obligations of CoxComm, LLC; stating the obligations of the City of Skiatook, providing for codification, and declaring an emergency.**

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

15. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2015-06.**

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

16. **Consideration and appropriate action for authorization for the City Manager to negotiate terms and conditions and enter into a permit agreement between the City of Skiatook and CoxComm, LLC, related to the establishment of a cable system for the provision of cable service, such terms to be adopted and ratified by ordinance at the June 9, 2015 City Council meeting.**

Motion was made by Councilor Forbes, 2nd by Councilor Martin to approve authorization of the City Manager to negotiate terms and conditions and enter into a permit agreement between the City of Skiatook and CoxComm, LLC, related to the establishment of a cable system for the provision of cable service, such terms to be adopted and ratified by ordinance at the June 9, 2015 City Council meeting.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

17. **Consideration and appropriate action relating to authorizing the City Manager to contract with Hardin Tree Service for additional tree trimming in an amount not to exceed \$41,000.**

Motion was made by Mayor Sutherland, 2nd by Councilor Jech to approve authorizing the City Manager to contract with Hardin Tree Service for additional tree trimming in an amount not to exceed \$41,000.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

18. Consideration and appropriate action relating to authorizing the City Manager to purchase fuel for the Airport in an amount not to exceed \$25,000.

Motion was made by Councilor Young, 2nd by Councilor Ceska to authorize the City Manager to purchase fuel for the Airport in an amount not to exceed \$25,000.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

19. City Managers Report

A. Capital Projects

THIS ITEM WAS SKIPPED. NOTHING TO REPORT AT THIS TIME.

B. Police and Fire Department

THIS ITEM WAS SKIPPED. NOTHING TO REPORT AT THIS TIME.

20. Public Comment Forum

THIS ITEM WAS SKIPPED. NO ONE WISHED TO SPEAK.

21. Adjournment.

Motion was made by Mayor Sutherland, 2nd by Councilor Jech to adjourn.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

David Sutherland, Mayor

Herb Forbes, Councilor

Patrick Young, Vice Mayor

Joyce Jech, Councilor

Patty Ceska, Councilor

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Councilor

Date Minutes Approved:

Shawn Martin, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, MAY 26, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Sutherland at 6:30 p.m. in the Municipal Boardroom.

4. Roll Call

PRESENT: David Sutherland, Herb Forbes, Joyce Jech, Patrick Young, Patty Ceska, Kevin Paslay, Shawn Martin

ABSENT: None

STAFF: Dan Yancey, Shirley Lett, other staff members

5. Consideration and appropriate action relating to a request for approval of the Consent Agenda.

A. Approval of minutes of May 12, 2015 regular meeting.

B. Approval of Purchase Orders/Warrants: (#116764-116849)

I. SPWA \$82,768.12

Motion was made by Trustee Young, 2nd by Chairman Sutherland to approve with amendment to item 12 on the minutes: Motion was made by Trustee Ceska and 2nd was made by Councilor Jech.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

6. Consideration and appropriate action relating to items removed from the Consent Agenda.

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

7. PUBLIC HEARING regarding the proposed FY 2015-16 budget for the Skiatook Public Works Authority and All Other Funds.

Motion was made by Mayor Sutherland, 2nd by Councilor Forbes to open Public Hearing.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

Motion was made by Mayor Sutherland, 2nd by Councilor Young to close Public Hearing.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

8. Consideration and appropriate action relating to approval of a requisition to Diversified Electric in an amount not to exceed \$21,500.00 for restocking materials and supplies.

Motion was made by Mayor Sutherland, 2nd by Councilor Jech to approve a requisition to Diversified Electric in an amount not to exceed \$21,500.00 for restocking materials and supplies.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

9. City Managers Report

A. Capital Projects

THIS ITEM WAS SKIPPED. NOTHING TO REPORT AT THIS TIME.

10. Adjournment

Motion was made by Chairman Sutherland, 2nd by Trustee Jech to adjourn.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

David Sutherland, Chairman

Herb Forbes, Trustee

Patrick Young, Vice Chairman

Joyce Jech, Trustee

Patty Ceska, Trustee

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Trustee

Date Minutes Approved:

Shawn Martin, Trustee

